



# WASHOE COUNTY

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CM/ACM  
Finance LC/MS  
DA KM  
Risk Mgt. NA  
HR NA  
Grant NA

## STAFF REPORT

BOARD MEETING DATE: August 25, 2015

**DATE:** August 4, 2015  
**TO:** Board of County Commissioners  
**FROM:** Patrick Lee, Captain, Detention Bureau  
(775) 328-2893 [plee@washoecounty.us](mailto:plee@washoecounty.us)

Mike Sullens, Purchasing and Contracts Manager  
(775) 328-2281 [msullens@washoecounty.us](mailto:msullens@washoecounty.us)

**THROUGH:** Chuck Allen, Sheriff CS

**SUBJECT:** Approve sole source purchase, retrofit and installation of ninety-one (91) 24VDC motor operated electric high security detention door locks from Southern Folger Detention Equipment Company, 4634 S. Presa Street, San Antonio TX, utilizing GSA Schedule 084 pricing per quote #GSA2015-070 in the amount of \$294,124.04. (All Commission Districts.)

### SUMMARY

Approve sole source purchase, retrofit, and installation of ninety-one (91) 24VDC motor operated electric high security detention door locks from Southern Folger Detention Equipment Company, 4634 S. Presa Street, San Antonio TX, utilizing GSA Schedule 084 pricing per quote #GSA2015-070 in the amount of \$294,124.04.

**Washoe County Strategic Objective supported by this item:** Safe, secure and healthy communities.

### PREVIOUS ACTION

N/A

### BACKGROUND

For the last two years, WCSO has been testing high security locks in the Detention Facility that will provide the necessary security needed in the high risk areas. There have been a number of incidents where inmates were able to defeat the existing locks and get out of their cell and/or barricade themselves. The recommended locks from Southern Folger Detention Equipment Company are designed for maximum security operations and will be used in the Special Housing Unit, Housing Unit 3 Bubble area, and the infirmary at the Detention Facility. These areas require the most security because of the types of individuals housed.

AGENDA ITEM # 10

The lock mechanism used in this system is one WCSO is familiar with and can be used in a number of applications around the Detention facility. The housing for these locks are unique to the Detention facility application due to the narrow jams at the cell doors and the need for surface mounting. During the process leading up to the installation of the test locks, WCSO was able to modify the proposed locks to be compatible with the current wiring and software systems. Facilities also developed a method of installation compatible with door size and spacing.

The testing and modifications made over the last several years has been expensive and time consuming. These locks, housing, installation, electrical compatibility and acceptance by the WCSO make them the recommended choice.

Pursuant to NRS 332.115 1.(m) supplies, materials or equipment that are available pursuant to an agreement with a vendor that has entered into an agreement with the General Services Administration [GSA] are exempt from competitive bidding requirements. NRS 332.115 1 (c) further exempt additions to and repairs and maintenance of equipment which may be more efficiently added to, repaired, or maintained by a certain person [company].

### **FISCAL IMPACT**

Should the board approve this sole source purchasing request, funding is allocated for this project in the Capital Improvement Fund 402, GL 781002 – Building Capital, Project number PW 920482. Retrofit and won't be capitalized.

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners Approve sole source purchase, retrofit and installation of ninety-one (91) 24VDC motor operated electric high security detention door locks from Southern Folger Detention Equipment Company, 4634 S. Presa Street, San Antonio TX, utilizing GSA Schedule 084 pricing per quote #GSA2015-070 in the amount of \$294,124.04.

### **POSSIBLE MOTION**

Should the Board approve the Staff's recommendation, a possible motion would be:

Move to Approve sole source purchase, retrofit and installation of ninety-one (91) 24VDC motor operated electric high security detention door locks from Southern Folger Detention Equipment Company, 4634 S. Presa Street, San Antonio TX, utilizing GSA Schedule 084 pricing per quote #GSA2015-070 in the amount of \$294,124.04.

**WASHOE COUNTY  
SOLE SOURCE PURCHASE REQUEST FORM**

**This form must accompany a purchase requisition when sole source approval is requested for equipment, supplies or services exceeding \$25,000 and \$3,000 for sole sources involving federal grant funds.**

DEPARTMENT Washoe County Sheriff's Office                      LOCATION 911 E. Parr Blvd.

REQUESTOR'S NAME Captain Patrick Lee                      TELEPHONE # \_775-328-2893

REQUISITION NUMBER \_\_\_\_\_                      ESTIMATED AMOUNT \$ \_294,124.04

RECOMMENDED SOLE SOURCE SUPPLIER: **Southern Folgers**

DESCRIPTION OF GOOD OR SERVICE REQUESTED 91 High Security Detention Door Locks

I have read and understand the Policies and Procedures of the Board of County Commissioners with regard to sole source procurements. I understand that competition is the preeminent consideration in the expenditure of County funds, and I acknowledge the County's commitment to the principle of fairness to any vendor who would like to do business with the County. After observing these principles and considerations, I hereby submit that the goods, services, and/or vendor specified in the accompanying requisition fit the County's sole source criteria for the following reasons: Please provide sufficient detail to clearly identify the reason(s) for this sole source procurement request. Attach additional information if necessary.

( 1.)    The product is unique in design and/or features that are required for a specific application. List the unique features and explain why they are needed for the application the product will be used for.

These locks are designed for maximum security applications. In this case for they will be applied to the Special Housing Unit at the Washoe County Detention Facility. There have been a number of incidents where inmates were able to defeat the existing locks and get out of their cell and/or barricade themselves. For the last two years, WCSO has been testing two of these high security locks in our facility and we are confident these locks will provide the necessary security needed in our high risk areas.

( 2.)    The product being purchased must be compatible with existing equipment. Identify the existing equipment.

During the process leading up to the instillation of the test locks, we were able to modify these locks to be compatible with the current wiring and software systems.  
Facilities also developed a method of installation compatible with our door size and spacing.

( 3.)    The product requested is one which the user has had specialized training for. Identify who the user of this product will be and provide a description of the previous training.

The high security locks will be used in the Special Housing Unit, Housing Unit 3 Bubble area, and the Infirmary at the Washoe County Jail. These areas require the most security because of the types of individuals housed. The lock mechanism used in this system is one WCSO is familiar with and can be used in a number of applications around the jail. The housing for these locks is unique to our application due to the narrow jams at the cell doors and the need for surface mounting. The Parr Maintenance staff has received onsite training for this specific product.

( 4.) The product or service is available only from the manufacturer or their authorized representative. Identify the manufacturer or authorized representative, and provide telephone number and address information.

Sothern Folger, 4634 S. Presa Street, San Antonio TX, 78223-1000  
Michael Thornton, Office; 760-598-5470, Cell, 210-846-5573

(5.) Consultants/Subcontractors: The individual/company is the most suitable to provide the service requested and the selection process is based on the following:

( ) There is evidence that the assistance to be provided is essential and cannot be provided by persons receiving salary support within Washoe County.

( ) A selection process was utilized to select the most qualified person.

( ) The consulting charges are appropriate considering the qualifications of the consultant or company based on past experience and the nature of the work to be performed.

( 6.) Other. Please explain the specific circumstances and/or requirements that warrant the goods or services request to be procured from a sole source. Attach additional sheet if necessary.

The testing and modifications made over the last several years has been expensive and time consuming. These locks, housing, installation, electrical compatibility and acceptance by the user make them the best choice.

Sothern Folgers also provides similar lock and a retro cell lock used in lower security housing units

( 7.) The following provides justification as to reasonableness of price:

\_\_\_Please see the attached quote

I understand that I may be required to justify this sole source procurement before the appropriate authority, including the Board of County Commissioners, and that my signing this document knowing any of it to be false may subject me to administrative action.

\_\_\_\_\_  
Signature of Requestor

Chuck Allen  
Department Head Approval

Sheriff Chuck Allen  
Print Name

3/4/15  
Date

I, \_\_\_\_\_, authorized Buyer, recommend the following:

( ) Sole source justification is adequate and exempt from competitive bidding requirements per NRS 332.115.

( ) Sole source justification is adequate to justify exemption from competitive bidding requirements per NRS 332.\_\_\_\_.

( ) Sole source justification is inadequate and request is returned to department for additional justification, instructions on whether to seek competitive bids for the goods or services requested, or to withdraw the request.

\_\_\_\_\_  
Buyer

\_\_\_\_\_  
Purchasing & Contracts Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date